

**November 1, 2015**

Holly L. Wolcott, City Clerk  
Office of the City Clerk  
200 North Spring Street, Room 224  
Los Angeles, CA 90012

Subject: Westchester Town Center PBID 2016 Annual Planning Report

Dear Ms. Wolcott:

As required by the Property and Business Improvement District Law of 1994, California Streets and Highways Code Section 36650, the Board of Directors of the Westchester Town Center Business Improvement District has caused this Westchester Town Center Business Improvement District Annual Planning Report to be prepared at its meeting of **(Month/Day/Year)**.

This report covers proposed activities of the Westchester Town Center BID from January 1, 2016 through December 31, 2016.

Sincerely,

**(Authorized Signature)**

**(Print Name)**

**(Title)**

Westchester Town Center Business Improvement District